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21 September 1956

MEMORANDUM FOR: Acting Director of Central Intelligence

VIA : Director of Communications
Special Assistant to the DCI
[REDACTED]

SUBJECT : Overtime for [REDACTED]

REFERENCE : Memorandum from the Director of
Communications to the Deputy Director
(Plans), dated 12 September 1956 (copy
attached as Tab A)

1. This memorandum contains a recommendation submitted for the Acting Director's approval. This recommendation is contained in paragraph three.

2. The Deputy Director (Plans) considers that overtime and shift work are necessary for the effective conclusion of [REDACTED] processing. This conclusion was reached after analysis of the situation indicated that the limitation on utilization of Office of Communications personnel proposed by the Director of Communications would prolong the Project for an additional 11 months. This delay would (a) increase the total cost of the Project to the Agency by an estimated \$690,000, (b) decrease the value of the Project's intelligence product and delay its delivery to the customers, (c) tie up skilled language and intelligence personnel required for other Agency activities, (d) delay the delivery of cipher text to NSA, and (e) tie up 21,000 square feet of badly needed office space. A brief summary of the ramifications of the processing problem is attached as Tab B. Comparative cost summaries supporting 2 a above are attached as Tab C.

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3. We propose, therefor, to take the following steps:

- a. Continue a basic 48 hour work week for Office of Communications personnel assigned to [REDACTED] 25X1A2d1
- b. Place 23 of the presently assigned personnel on a night shift immediately.
- c. Bring the Office of Communications complement up to its planned strength of 99 monitors. As of 21 September 87 monitors were on board. The required increase does not exceed the Office of Communications ceiling earmarked for Project support.
- d. Require most of the Office of Communications personnel assigned to [REDACTED] to undertake seven to eight weeks of shift work in the spring of 1957. 25X1A2d1
- e. Authorize use of overtime, in addition to the basic 48 hour week, if and when required to provide the Project management the necessary flexibility in balancing a complex production schedule. It is contemplated that this overtime would involve a sum not to exceed 20% of the overtime and night differential required by paragraph 3 a, b, and d above.

We estimate that this plan would, during Fiscal Year 1957, increase the salary cost of Office of Communications personnel assigned to [REDACTED] by a maximum of \$148,787 over base salaries, of which \$123,989 represents predictable costs and \$24,798 a contingency reserve. 25X1A2d1

4. It is recommended that the Project be authorized to proceed with the plan contained in paragraph 3. This will involve (a) the assignment of 12 additional monitor clerks, and (b) the allocation of \$148,787 to the Office of Communications for the Fiscal

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Year 1957 to cover overtime, night differential, and an overtime contingency fund.

25X1A9a

[REDACTED]

Chief of Operations

CONCUR: in the action recommended.

25X1A9a

(signed) [REDACTED]

Director of Communications

OCT 1 1956

Special Assistant to DCI

CONCUR:

(signed) H. Gates Lloyd

H. GATES LLOYD
Acting Deputy Director
(Support)

Date: 29 September 1956

"The recommendation in paragraph three is approved (disapproved)."

Signed C. P. CABELL

Acting Director, Central Intelligence

1 OCT 1956

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[REDACTED]

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